interview mocha

How to evaluate

a pre-employment assessment

software?

With so many recruitment assessment software available to solve specific problems; it is not unusual to find yourself overwhelmed in finding the right tool according to your company needs.

This is why a checklist to evaluate pre-employment assessment software will guide you to choose the right option.

To assess the assessment software don't just read the vendor's website, schedule a demo or review clients testimonial in listing sites, as these parameters are not enough to evaluate the software.

If you are thinking of using the tool first in-house for a few weeks to evaluate the platform on your own, then that's also a problem. The reason is you will never completely understand a platform in a few weeks and as it's time-consuming it is better to assess the **ONE** tool that you think suits your requirement and keep the others on stand by mode.

Ask yourself what you want in a particular assessment software and create a list for that. You can start the list with the key problems you are facing and keep making changes to your checklist as you learn.

So here's a sample checklist you can start with:

Quick Checklist Sample with sample weightage allocated

	Weightage
1. Content	
i. Quantity	30
ii. Quality	20
iii. Created By Subject Matter Experts	20
2. Ease in using the software (UI/UX)	10
3. ATS integration	10
4. Analytics That Matters	10
5. Support	10
6. Security	10
7. Your Branding & Candidate Engagement	10
8. Question Types	10
9. What is your use case?	10
10.Innovative Approach By Vendor	10
11.Value for Price	10

What's the need to Introduce weightage?

While evaluating the platform on different parameters, you can assign weightage according to what matters more to you. For example let's say, you want to quickly build a team of developers in different technologies, than you might give more weightage to the availability of pre-built tests.

Pro Tip — Assign higher weightage to only one or two parameters that matters most to you.

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Content

If you are an HR it is natural that you are entrusted with the responsibility of hiring for the whole organization; that means assessing candidates for different job roles and if you are a hiring manager you might want to hire candidates for your own team with specific skills to get the job done. In both cases, you will find one thing in common — a need for specific skills assessments. That's why evaluating the 3 points in content is so crucial before you buy the software.

Quantity   Check your requirements by looking into the future

	Software1	Software2	Software2
1. Are all the skill assessments I'm looking for available?			
2. If not, can the vendor make specific assessments?			
3. Will the vendor create custom-tailored assessments?			
4. If yes, how fast can they do this?			

Quality

This will be difficult to ascertain if you are a recruiter but very easy if you are a hiring manager.

	Software1	Software2	Software2
1. Are questions available on Google?			
2. What do my best employees think about the quality of the questions?			
3. Compare the content quality with other software assessments.			

Experts

Vendor's expert job doesn't just end on training and familiarizing you with the platform.

	Software1	Software2	Software2
1. Can experts guide you in understanding the science of assessments?			
2. Can experts help you in creating the right assessments according to job role?			
3. Is skill tests created by Subject Matter Experts?			
4. Do they charge to speak to an expert?			

Ease in using the software (UI/UX) Creating software that facilitates a smooth assessment experience isn't easy for a vendor and using the full potential of a software for users requires a lot of time and I'm sure you already have a lot in your plate to work on. So, when it comes to assessment software you will want an easy to use software that can be remotely accessible with easy navigation, invitation and reporting options.

	Software1	Software2	Software2
1.How easy it is to invite a candidate?			
2.Are you able to create assessments quickly?			
3.How easy it is to navigate the software?			
4.Are the reports dynamic or easy to share?			
5.Does the platform allow role-based access control?			

ATS integration It is a part of ease in using software but some vendors won't have an integration with the ATS you are currently using, this may lead to further delays in processing data and hiring the right candidate.

	Software1	Software2	Software2
1. Is the software integrated with the ATS I'm using?			
2.How easy it is to integrate with the ATS?			
3.How much time will it take to sync the data with ATS?			
4.Can you invite, assess, share and view reports within the ATS?			

Support A good support team will never make you feel left alone to guess and that's why it's important to know what kind of support you can expect in the future from a particular vendor.

	Software1	Software2	Software2
1.How proactive is the support team?			
2.Is there 24/7 support available?			
3.Will the support help you while assessing candidates?			

Analytics That Mattes Customized performance report that's well organized and summarizes overall strengths and skill gaps of a group of candidates with comparative reports will help you in selecting the right candidate.

	Software1	Software2	Software2
1. Are reports customizable?			
2. Can I compare candidates?			
3. Do reports provide details of every single skill assessed?			
4. Who are the top performing candidates?			
5. What candidates have to say about the test?			
6. Are reports easily shareable?			

Proctored Assessments

To assess candidates remotely and to have a fair competition you need advanced cheating prevention techniques that facilitate a smooth test experience.

	Software1	Software2	Software2
1. Is there an image, audio, and video proctoring feature available?			
2. Can candidates copy questions to google?			
3. Is there window violation detection?			
4. Can questions be randomized?			
5. Can I preselect IP ranges and ensuring authentication?			

Security

	Software1	Software2	Software2
1. What are the security compliance guidelines being followed?			
2. Is your data safe with the vendor?			

Security Threat can come from outside when you least expect it which will lead you to asking questions but security can also be an internal issue.

	Software1	Software2	Software2
1. What are the security compliance guidelines being followed?			
2. Is your data safe with the vendor?			
3. EEOC compliant?			
4. GDPR compliant?			
5. Single Sign-on?			
6. Role based access control?			

Your Branding & Candidate Engagement

The candidates will perceive your brand in the way you give them assessments. White labelled assessments along with the fusion of different assessment software features will help you in brand building.

	Software1	Software2	Software2
1.Will candidates see my company's branding while giving an assessment?			
2.Are assessment fun and quick?			
3.How easy it is for the candidate to start the assessment?			
4.How easy will be the whole procedure for candidates?			

Question Types A part of candidate engagement which allows you to assess candidates in the way you want will be the last but an important point to check.

	Software1	Software2	Software2
1. How many question types does the vendor provide? ?			
2.Do they have something new or innovative question/ features? ?			
3.Can different skills questions added in the same test? ?			
4.Does question types include –			
I. Coding Simulator			
II. Adding own questions			
III. Audio/Video questions			
IV. MCQs (Multiple choice questions)			
V. MAQs (Multiple answer questions)			
VI. Fill in the blanks questions			
VII. True or false questions			
VIII. Descriptive questions			

What is your use case? Different assessment software will usually have specific use cases so always check if they meet your use cases.

	Software1	Software2	Software2
1. What are the different use cases of your software?			
2. Will I be able to assess the skills of a fresher?			
3. Will I be able to use your software for campus recruitment?			
4. Will I be able to assess technical skills?			
5. Will I be able to use your software for lateral hiring?			

Innovative Approach By Vendor Different vendors will come up with different solutions to help a client in assessing a candidate so do ask about all those extra solutions a particular vendor is willing to provide.

	Software1	Software2	Software2
1. Do you have any other feature or solution that I'm not aware of?			
2. Will I be charged extra for those services?			

Value for Price

I guess you came looking for a guide because the pricing is so different for all vendors and comparing all the points with data is still a bit difficult. That's another reason why you should use this guide. It has simple checklist but the questions are the right ones; with a powerful impact.

After comparing all the parameters add all the points and then compare it with the price. We are sure you will know which assessment tool to choose. A particular vendor will surely stand ahead of others if done correctly.

About Interview Mocha

The Most Comprehensive Skills Assessment Solution

Interview Mocha is the world's leading provider of pre-employment skill assessment solution with 1000+ ready skill tests & custom-made tests to recruit job-fit candidates.

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What are you waiting for? Mocha Can Help You

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